CHAPTER 46

RULES OF THE BOARD OF EXAMINERS OF SHORTHAND REPORTERS



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Rule 46.2 Definitions. In this chapter:

- (1) "Certified shorthand reporter" is an individual who has demonstrated by examination administered by the board of examiners that such individual has achieved proficiency in shorthand equivalent in the discretion of the board to the standard of the National Court Reporters Association for the earned designation of Registered Professional Reporter, namely, the demonstrated ability to write dictated tests at 180 words per minute (question and answer technical dictation), 200 words per minute (multivoice dictation for transcription or readback), and 225 words per minute (question and answer dictation), or such equivalents thereof as the board may select, each at 95 percent accuracy or better, and demonstrated written knowledge of the reporter's duties, Iowa legal procedure, and correct English usage at 70 percent accuracy or better. Individuals who hold the designation of Registered Professional Reporter from the National Court Reporters Association by passing the association's examination on or after May 1, 1973, and are in good standing with such association, may, upon application to the board of examiners, become certified shorthand reporters upon successfully passing a written examination concerning a reporter's duties, Iowa legal procedure, and correct English usage at 70 percent accuracy or better. Individuals who have graduated from a shorthand reporters school approved by the National Court Reporters Association on or after January 1, 2022, who have certification that shows they have demonstrated the ability to write the three dictated tests identified above each at 97 percent accuracy or better may, upon application to the board of examiners, become certified shorthand reporters upon successfully passing a written examination concerning a reporter's duties, Iowa legal procedure, and correct English usage at 70 percent or better.
- (2) "Shorthand" is a method of writing rapidly with stenographic machine by substituting characters, abbreviations, or symbols for letters, words, or phrases.
- (3) "Shorthand reporting" is the professional skill, the practice of which by official shorthand reporters and freelance shorthand reporters serves the judicial branch of state government in courts of record, references by such courts or the law, depositions taken by shorthand reporters, or proceedings of

like character, with the end in view of ensuring the accuracy and integrity of the record upon which courts rely for evidence, trial, and appellate review.

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- **46.8(4)** Inactive practitioners who have been granted a certificate of exemption from these regulations or who have been suspended must, prior to engaging in the practice of shorthand reporting in Iowa, satisfy the following requirements for reinstatement:
- a. Submit written application for reinstatement to the board upon forms prescribed by the board together with a reinstatement fee of \$50.
 - b. Furnish in the application evidence of one of the following:
- (1) Active shorthand reporting in another state of the United States or the District of Columbia and completion of continuing education requirements that are the substantial equivalent to the requirements set forth in these rules for court reporters in Iowa as determined by the board.
- (2) Completion of CEUs sufficient to satisfy education requirements for the period of inactivity if seeking reinstatement within three years of being granted a certificate of exemption.
- (3) <u>c.</u> Successful passing of either the State of Iowa's certificate examination or the National Court Reporters Association's examination within one year immediately prior to the submission of such application for reinstatement Successfully passing the written knowledge test set forth in Rule 46.5(2) if it was not passed within a three-year period immediately prior to submission of the application for reinstatement.

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- **Rule 46.15 Disciplinary Sanctions.** The board may, based upon the evidence presented, take one or more of the following actions:
- 29 **46.15(1)** Dismiss the charges.
- **46.15(2)** Informally stipulate and settle any matter relating to the reporter's discipline.
- **46.15(3)** Require additional professional education.
- **46.15(4)** Issue a citation and warning regarding the reporter's behavior.
- 34 **46.15(5)** Reprimand.
- **46.15(6)** Impose a period of probation.
- 36 **46.15(7)** Require retesting.

- **46.15(7)46.15(8)** Suspend the certificate.
- **46.15(8)46.15(9)** Revoke the certificate.